

Minutes: Early ACCESS Executive Committee

Meeting purpose The purpose of this meeting is to:

- filter information and prepare for the Council
- set framework and agenda for Council
- identify and make recommendations for the appropriate utilization of state resources
- consider action on the recommendations of the Council
- set priorities for development of the Early ACCESS system
- implementation of the Memorandum of Agreement
- transact all regular business of the Council between meetings

Date, time, and place Date: Wednesday, August 12, 2009
Time: 2:00-4:30pm
Place: Jesse Parker Building, Starkweather Conference Room

Attendees **Present:** Jeff Anderson for Mary Nelson, Jane Borst, Kelly Hancock, LauraBelle Sherman-Proehl, Carrie Sodders, Debra Waldron, Mary Stevens
Staff: Julie Curry, Marion Kresse, Rae Miller, Kelly Schulte, Jim Donoghue
Excused: Mary Nelson

Approval of previous minutes Kelly Hancock

Action: Motion by Jane Borst and seconded Debra Waldron to approve minutes from June 10, 2009 with one correction. The motion passed.

Homelessness and Early ACCESS Kelly Schulte

IDEA 2004 requires that states identify homeless children eligible for early intervention services. Kelly developed a survey to obtain a point-in-time count of the number of children who meet the federal homeless definition who also receive Early ACCESS services. The goal was to establish a baseline and to determine the barriers to serving this population.

She found that Early ACCESS serves 118 children who are classified as homeless. One of the barriers identified was the frequent moves made by the children's families. Even a short move that puts the family in another school district can mean that Early ACCESS will lose track of them.

Continued on next page

Minutes: Early ACCESS Executive Committee, Continued

Homelessness and Early ACCESS (continued)

The survey indicated a need to develop better ways of staying in contact with families and the need to ask families details about their living situations. The new web IFSP has fields for these data to be recorded. Workers will have to be trained on the importance of completing these data fields. Early ACCESS will continue to work with interagency partners to improve outreach to homeless children and families.

Medicaid work group

Jim Donoghue

Jim announced that IME (Iowa Medicaid Enterprise) staff members are conducting a rate study of the Infant and Toddler Medicaid program. He plans to meet with IME staff to review how the study will be conducted. He will then work with Mary Stevens on how best to share the information with the AEA Special Education Directors.

The IMS Operations Workgroup is working to expand the amount of Medicaid data collected. When it is implemented the speed and accuracy of Medicaid billing should improve.

The current federal administration has rescinded rule changes that required a single case manager; IME has put this rule change on hold while it reviews the federal changes.

ARRA (American Reinvestment Recovery Act)

LauraBelle Sherman-Proehl

The Department of Education is developing a spreadsheet to help with the documentation data required by ARRA. The Signatory Agencies and the AEAs will follow the same reporting format so that the state can submit consistent information to the federal government.

Piloting to test the reporting system will be conducted until September 18th. Details about specific reporting requirements and deadlines will be provided when they are made available to the Lead Agency.

MOA language is being developed to allow for the transfer of funds between state agencies. Once the signed agreements are in place the funds will be transferred to the Signatory Agencies.

Continued on next page

Minutes: Early ACCESS Executive Committee, Continued

ICEA New Member Orientation

Kelly Hancock

It was noted that the date of the orientation (9-17-09) conflicts with a Medical Home meeting and that some Signatory Agency representatives would be gone. It was decided to keep the scheduled date and arrange for substitute presenters for anyone who is not able to attend. Another opportunity for the new members and Signatory Agency administrators to meet will be arranged.

Kelly gave an overview of the agenda for the orientation session. She noted that last years participants liked how Signatory Agency presentations were organized around a family story. It was also suggested that some more agency details would be helpful. The members of the Executive Committee suggested that the new members be told that they will get a broader picture of the early intervention system at the ICEA meeting the following day.

Plan for next Executive meeting 10-14- 09

Kelly Hancock

Kelly requested an ARRA update at the October 14, 2009 meeting. Jim Donoghue noted that he would not be able to give a Medicaid update in October.

Review agenda for ICEA meeting 9-18-09

Kelly Hancock

Kelly reviewed the agenda for the ICEA meeting to be held on September 18, 2009. She reported that she asked Julie Hahn, new Council parent representative, to give her family's story.

Sharing and adjourn

Kelly Hancock

Committee members shared the following updates.

- Mary S. noted that the AEAs are completing procedures manual training.
- Carrie S. let members know that Head Start is offering an on-line Information Technology course for anyone working in early childhood.
- LauraBelle said that Susan White, the secretary who had helped organize the ICEA meetings, has accepted a new job with Homeland Security.

Meeting adjourned at 4:15 PM
